

**Hyde-Bronx Trustee Meeting Minutes
Hyde Leadership Charter School
Trustees Meeting
August 22, 2016
830 Hunts Point Avenue Bronx NY 10474
Minutes**

Trustees Present: Richard Romanoff
Maureen Singer
David Steadly
Oz Hanley
Deborah Dumont
Dennis Mehiel
Jeanette Melendez
Herb Kaplan

Trustees Absent: Herb Fixler

Also present: Thomas Sturtevant, Executive Director
Michelle Lopez, Charter School Business Management
Josh Williams, Director of Development and Communications

The meeting began at 6:02 PM, Mr. Steadly presiding.

1. June 27, 2016 and July 25, 2016 meeting minutes

A motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the June 27, 2016 and July 25, 2016 Board meetings.

2. Finance Committee

Ms. Lopez reported that the school's financial audit was currently underway, and that auditors from BDO would be onsite until the following week.

Ms. Lopez noted that the school recently received additional funding from the state for the 2016 fiscal year, which would be booked to appropriately.

Ms. Lopez continued that New York State had again voted to provide charters with more funding than prior years, which would likely be received in April of 2017.

Ms. Lopez also reported that the school's business office was finalizing its reports to SUNY's Charter School Stimulus Fund program, seeking reimbursements for up to \$100,000 in support of high school facilities upgrades, which were completed in the 2015-2016 school year.

Ms. Lopez indicated that the school's 2017 fiscal year budget was being refined, specifically to ensure that budget items with irregular cash flows, such as insurance payments and fundraising monthly targets, be modified to reflect the school's expectations.

Mr. Kaplan requested that financial reports include the prior year's totals, in addition to budgeted amounts. Ms. Lopez responded this can be done.

Ms. Lopez closed by reporting that the audit results will be available at the October 2016 Board meeting.

3. Executive Director's Report

Mr. Sturtevant commented that in the absence of Mr. McNamara, who is attending to his health, the school's operations team will be reporting to Mr. Sturtevant.

Mr. Hanley requested a copy of the school's organizational structure; Mr. Sturtevant stated that this was available and was included in the school's annual report. Mr. Sturtevant indicated that he would provide a copy to Mr. Hanley at the September 2016 Board meeting.

Mr. Sturtevant reported on the school's recruitment efforts, noting that the school was continuing to fill open positions at the beginning of the school year. In an effort to strengthen recruitment, Mr. Sturtevant noted that a professional recruiter would be visiting the school to conduct an audit of Hyde-Bronx's recruitment processes.

Mr. Sturtevant reported that Hyde-Bronx's 3rd through 8th grade students grew in both reading and math on the 2015-2016 New York State Exams, surpassing both Community District 8 and the Bronx overall. Mr. Sturtevant provided an update on the state of the school, indicating that the school continues to work toward building a culture of inquiry based learning; to invest in adult learning, technology, and physical space improvements; and to encourage a reading, writing, speaking, listening, critical thinking, and growth mindsets at every level.

Mr. Sturtevant reported that 100% of 8th grade students took Algebra, Living Environment, and US History Regents exams in 2015-2016, providing stronger pathways to Advanced Regents diplomas and college readiness for students. He also noted that Hyde High School

continues to offer College Now courses and AP Courses, such as AP English, AP History, AP Computer Science, and more.

4. Development Committee

Mr. Williams reported that July's fundraising totals were below target, but a pipeline of fundraising activity would likely put the school back on track through August.

Mr. Williams noted that the school recently submitted its interim report to The Frances L. & Edwin L. Cummings Memorial Fund regarding the success of the school's Kindergarten ICT Program. Mr. Williams indicated that proposals had recently been submitted to the Bronx Rotary Foundation and The Hyde and Watson Foundation for support.

Mr. Williams indicated that school's next Open House would be held on Wednesday, November 16th, and that the school's 10th Anniversary Celebration would be held on Saturday, October 15th, both opportunities for relationship building with donors and potential partners.

Mr. Williams encouraged the Board to schedule one-on-one meetings with him prior to October 31st, in order to review the fundraising plan for the year, and collaborate on fundraising and communications opportunities.

5. Human Resources

No report.

6. Marketing/Advertising/Public Relations Committee

No report.

7. Facilities Committee

No report.

8. Education Committee

No report.

9. Government Relations

No report.

10. Hyde Foundation

No report.

11. Other Business

No report.

12. Public Comments

No report.

13. Adjournment

There being no further business, the meeting was adjourned at 7:57 pm.

Minutes prepared by Josh Williams.